**Cerere concediu de odihna**

Subsemnatul ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,*** angajat al societatii ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** in functia de ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** va rog sa imi aprobati cererea de concediu de odihna in perioada cuprinsa intre ***\_\_.\_\_.\_\_\_\_\_*** si ***\_\_.\_\_.\_\_\_\_\_*** , respectiv ***\_\_\_\_*** zile lucratoare.

Mentionez ca am dreptul la ***\_\_\_\_*** zile lucratoare de concediu conform contractului individual de munca nr. ***\_\_\_\_*** din data ***\_\_.\_\_.\_\_\_\_\_.***

Din numarul total de ***\_\_\_\_*** zile lucratoare de concediu la care am dreptul, am efectuat ***\_\_\_\_*** zile si am planificat ***\_\_\_\_*** zile

**Data,**

**Angajat, Manager,**